

FREDERICK COUNTY
Local Emergency Planning Committee (LEPC)
Meeting Minutes

DATE: Monday, August 8, 2016

LOCATION: Public Safety Training Facility
5370 Public Safety Place
Frederick, MD

ATTENDEES: Chris Ciucci, AstraZeneca; Rhonda Cunningham, FC-DEP; Korri Faria, Red Cross; Edward Hargis, Frederick Police; Chip Jewell, FC-VFRS; Carroll Jones, FC-MML; Mike Kane, FMH; Craig Kuhn, Red Cross; Jack Markey, FC-DEM; Seamus Mooney, FC-DEP; Garth Phoebus – Ft. Detrick; Joyce Renner, State Farm; Andrea Schuessler, AstraZeneca; Timothy Shelton, FC-DFRS.

Co-Chairman Seamus Mooney called the meeting to order at 0835 hours.

INTRODUCTION AND WELCOME OF LEPC MEMBERS AND GUESTS

All in attendance introduced themselves.

MEETING MINUTES:

- A motion was made by C. Jewell and seconded by T. Shelton that the minutes of the May 9, 2016, meeting be accepted as presented. The motion passed unanimously.

COMMITTEE REPORTS:

- External Sub-Committee
 - Nothing to report.
- Internal Sub-Committee
 - Recently met and approved the Constitution and Bylaws for LEPC.

OLD BUSINESS or INFORMATION:

- R. Cunningham gave a report on 3 incident reports.

NEW BUSINESS

- S. Mooney announced that in 2017 the LEPC meetings will be held quarterly.
- Election of Officers – a nomination was made for Dave Ennis. An email will go out to as for more nominations.
- Hazard Mitigation Plan
 - S. Mooney explained the Hazard Priority Ranking (attached).
 - The Hazard Mitigation Plan is currently at FEMA for signature. Awaiting County Attorneys response on how we will handle the County approval with the new form of Government.
 - A full copy of the Hazard Mitigation Plan will be on our website as soon as it has gone through final approval with the County.

ROUNDTABLE:

- J. Renner
 - Regarding Fire Rescue's response to our facility for 911 calls. On June 14 we had a fire alarm and the fire department came to the front of the building instead of the FDC where our incident response team is designated to go. It caused some confusion. I contacted Juniors and they said they would contact communications to have a note put in the system. Chip Jewell said he would look into this.
 - Regarding Weapons signage for private property. We have signage in our front lobby "Weapons Prohibited on Premises". I didn't know if this was okay with local law enforcement or not. Chief Hargis, Frederick City Police said it was private property and it would be between our company and our legal team. However, if someone came on-site and had a weapons permit they have the right to carry.
- K. Faria
 - Craig Kuhn is the Red Cross government liaison for Frederick County (craig.kuhn@redcross.org). Other county liaisons may come in as relief in an EOC or in Craig's absents. We are hoping to get others in the August 24th EOC –DisasterLan training.
 - This past fiscal year Western MD Red Cross installed over 1,200 smoke alarms and educated over 1,100 3rd, 4th, and 5th graders in emergency preparedness through a grant from the Disney Corporation. Both initiatives will continue this year and we are happy to hear any recommendations from the committee.
- A. Schuessler
 - AZ FMC maintains an ER Program comprised of an Incident Commander/ Muster Captain/ Floor Warden System.
 - Seven (7) fire/ evacuation drills will be scheduled in Q3 and Q4 to include all shifts for our 24/7 operation.
 - Requests for Frederick Police and Fire department participation for 2016 drills will sent for a portion of the 7 drills. The remaining will be self-performed.
- S. Mooney
 - September is Preparedness Month. If you need any materials for events during that month please email EM@frederickcountymd.gov.
 - We currently have two Emergency Planner positions open. To see the job description for those positions or to apply go to www.frederickcountymd.gov/job-opportunities then click Current Job Opportunities.
- C. Jewell
 - Had a great partnership with the Smoke Alarm program.
 - The radios are in. Two hundred and eight-five are being programmed.
 - Five ambulances are being rehabbed.
 - MDT – the last of the installs are being worked on.
 - The meter for the Hazmat Unit will be installed.
- T. Shelton
 - BC David Barnes is the new Special Operations Chief.
 - Quarterly HazMat training begins in September.
 - HazMat ID was approved in the budget and they are working on a couple contract issues.

- E. Hargis
 - A new Police Academy starts on September 24th.
- G. Phoebus
 - Currently working on a Hazmat Exercise.
- M. Kane
- J. Markey
 - Encouraged everyone to make sure they are discussing with the community and other large facilities when they are doing drills.
 - Need the LEPC to come up with some ideas on promoting the Alert System.
 - ECC Communications Specialist recruitment will be starting again soon.

A motion was made by T. Shelton and seconded by C. Jewell to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 0905 hours.

Respectively submitted by Rhonda Cunningham, Secretary.